

AMENDMENT
Request for Proposal

Amendment Date: February 18, 2013

Amendment Number: 2

Bid Event ID: EVT0002015

Document Number: RFX0000363

Closing Date: March 7, 2013, 2:00 PM

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Item: Services, Quality Assurance Review

Agency: Kansas Department of Health and Environment

Period of Contract: March 1, 2013 through February 28, 2014
(with the option to renew for four (4) additional one (1) year periods)

Conditions:

See the attached answers to questions submitted to the Procurement and Contracts concerning the above mentioned RFP.

A signed copy of this Amendment must be submitted with your bid. If your bid response has been returned, submit this Amendment by the closing date indicated above.

I (We) have read and understand this amendment and agree it is a part of my (our) bid response.

NAME OF COMPANY OR FIRM: _____

SIGNED BY: _____

TITLE: _____ DATE: _____

Amendment Number 1 EVT0002036 was recently posted to the Procurement and Contracts' Internet website. **The bid document can be downloaded by going to the following website:**

<http://www.da.ks.gov/purch/RFQ/>

It is the vendor's responsibility to monitor the Procurement and Contracts' website on a regular basis for any changes/addenda.

Bid Event Page	Bid Section	Event	Question
7	2.2	Proposal Format	Is there a page limit for the Technical Proposal? No page limits.
7	2.2	Proposal Format	Bidders are instructed to “prepare their Technical Proposal following the same sequence as this RFP.” Please clarify what sections must be included in the technical proposal (in addition to the transmittal letter, bidder information, qualifications and references described on pages 7 – 9), and in what order. The technical proposal shall be prepared in same sequence as RFP and shall include all sections in the RFP (contractual provisions, transmittal letter, bidder information, qualifications and references).
21	4.3.2	Description of the target population to be served	Although this section includes adults in the description of the target population, our understanding is that adult visits are <u>not</u> included in this scope of work. Please confirm that adult visits are not to be included in the scope of work for this contract. Assessment of adult records may be included as one population that shall be assessed during the QCR and AFIX visits. Separate adult visits are not expected as part of the scope of work.
21	4.5	Proposal Evaluation Criteria	The proposal evaluation criteria include “Adequacy of work plan and schedules.” Please clarify where in the technical proposal the work plan and schedules should be included, in relation to the transmittal letter, bidder information, qualifications and references (described on pages 7 – 9). A work plan and schedules is to be developed by bidder to demonstrate their understanding of the work plan to be accomplished to meet the RFP, QCR processes and how this achieves the goals outlined.
22	4.5	Proposal Evaluation Criteria	The proposal evaluation criteria include “Methodology to accomplish tasks.” Please clarify where in the technical proposal the methodology should be included, in relation to the transmittal letter, bidder information, qualifications and references (described on pages 7 – 9). The methodology is to be developed by bidder to demonstrate their understanding of the scope, complexity and time involved in accomplishing the QCR activities as stipulated in the RFP.
22	4.6.1	Service Activities	Is it the “work plan” referenced in this section the same document as the “work plan” referenced in the proposal evaluation criteria (page 21)? This section asks bidder to develop the detailed work plan to accomplish the services required by the RFP. The work plan should be as detailed as bidder deems appropriate to respond to RFP.
23	4.6.5.1.1		Is it the “written work plan” referenced in this section the same document as the “work plan” referenced in the proposal evaluation criteria (page 21)? Yes, the written work plan shall be detailed, comprehensive and address all the goals and objectives outlined in the RFP.
24	4.6.5.2.1		Is it the “written immunization record assessment work plan” referenced in this section the same document as the “work plan” referenced in the proposal evaluation criteria (page 21)? Section 4.6.5 and sub-sections are specific tasks and responsibilities the bidder is expected to achieve as a contractor and the work plan shall address how contractor intends to accomplish the tasks.
24	4.6.5.2.2		Is it the “written feedback session work plan” referenced in this section the same document as the “work plan” referenced in the proposal evaluation criteria (page 21)? No, it is not.
29	5.	Cost Sheet	Page 22 of the RFP states that applicants should provide a budget based on clearly identified cost and workload estimates for “provider type (i.e., local health department, clinic, hospital, pharmacy, other); visit type (i.e., VFC/AFIX combined, VFC only; Unannounced); number of visits; complexity of work (i.e., direct entry KSWebIZ, paper or provider data entered);” however, the budget template on page 29 does not

		<p>provide spaces for applicants to provide pricing by provider type, visit type, etc. Can KIP specify how this information should be documented using the budget template on page 29, or may the applicant providing pricing using an alternate format that would provide pricing by provider type, visit type, etc.?</p> <p>Bidder is asked to provide a budget as stated on page 22 of the RFP. These figures may be summarized in the Budget Template on page 29 and reference the detailed budget requested on page 22.</p>
29	5. Cost Sheet	<p>For budgeting purposes, could KIP specify the anticipated number of visits by provider type (i.e., local health department, clinic, hospital, pharmacy, other)?</p> <p>A minimum of 50 percent of all enrolled VFC providers types will receive a QCR annually. Based on current enrollment, there are: 4 pharmacies; 70 hospitals; 109 local health department sites; and 197 clinics. 306 are VFC AFIX, 74 are VFC only and no unannounced visits will be contracted during the 2013-2014 period. At most, it is expected, no more than 50 unannounced visits would be conducted in future contract periods.</p>
29	5. Cost Sheet	<p>For budgeting purposes, could KIP specify the anticipated number of visits by visit type (i.e., VFC/AFIX combined, VFC only; Unannounced)?</p> <p>A minimum of 50% of all providers will be visited annually. Bidder could expect 153 VFC AFIX, 37 VFC only and after the initial contract period, 25 unannounced visits.</p>
29	5. Cost Sheet	<p>For budgeting purposes, could KIP specify the anticipated number of visits by complexity of work (i.e., direct entry KSWebIZ, paper or provider data entered)?</p> <p>KIP anticipates, based on current data, there are 200 live KSWebIZ users, 53 HL7 and 53 paper sites. Of the 200 live sties, 56 of these are LHD who use their internal systems to run AFIX; therefore, AFIX extractions are not performed.</p>
"Event Details" page 4	Bidder Information	<p>Should bidders complete and sign the "Bidder Information" section of the "Event Details" document, or is this section reserved for the procurement officer/KIP to complete?</p> <p>Potential bidders should complete this section.</p>